

MINUTES
REGULAR CITY COUNCIL MINUTES
CITY OF GREY FOREST, TEXAS
NOTICE LOCATION CHANGE
GREY FOREST CITY HALL
18502 SCENIC LOOP ROAD
HELOTES, TX 78023
May 24, 2022, 6:30 PM

I. CALL TO ORDER

Mayor Amanda Waldrop called the meeting to order at 6:30 p.m.

II. ROLL CALL

Mayor Amanda Waldrop, Mayor Pro Tem Geri Poss, Council Member Aurelia Scharnhorst, Council Member Sean Skaggs, Council Member Timothy Santy, and Council Member Kimberly Verity.

Staff Present: City Attorney Ryan Henry, City Secretary Miguel Cantu, Chief of Police Rene Rodriguez, Deputy Chief Frank Francis, Assistant to the City Secretary Nichole Heinrich, SGT. Scott Ristow, and City Inspector Bruce Bealor Jr.- BB Inspection Services LLC (BJ)

III. PLEDGE OF ALLEGIANCE AND INVOCATION

The meeting commenced with the Pledge of Allegiance

IV. INTRODUCTION OF ELECTED OFFICIALS

Mayor Waldrop introduced herself and other newly elected Council Member Aurelia Scharnhorst and Council Member Timothy Santy.

V. PRESENTATIONS BY CITIZENS AND VISITORS

Ms. Jennifer Nottingham requested to address the City Council regarding a 5-acre tract ordinance. Ms. Nottingham expressed she would like to see the 5-acre subdivision ordinance put back on the agenda.

Mr. Lou Hoffman requested to address the City Council regarding the City Council Meeting and letters sent out during this year's election. Mr. Hoffman commented that Mayor Pro Tem Poss did an outstanding job and held the best Special Council meeting on May 17, 2022. He also mentioned there was some election embarrassment with letters sent out by a couple of individuals. One was no longer on Council and the other needed to turn in their resignation.

Mr. Billy Cornwell requested to address the City Council regarding the Grey Forest Community Center Playground Plans. He mentioned to be cautious of engineer fees because they can become extreme. He also wanted to be sure the City requested, from the City Engineer the plans and included in the cost, oversight for the construction of the playground.

VI. ANNOUNCEMENTS / REPORTS / MAYOR AND CITY EMPLOYEES

a) Mayor Announcements

1) Financials

Mayor Waldrop presented the April 2022 Check Details. Additionally, the Mayor noted she had a conversation with the Chief Rodriguez to summarize his report because she was looking to reduce the presentation of the announcements.

b) Council/Staff Announcements: Mayor Pro Tem presented plaques of appreciation to Mayor Mitch Thornton, Jennifer Nottingham and Susan Darst for their service and dedication to

the City of Grey Forest and the residents.

c) Committee Announcements/Reports: None

d) Grey Forest Community Board Update: None

e) Senator Frank L. Madla Natural Area Update: Jennifer Nottingham stated the park continues to receive donations and are up to date on all their bills. She reported that the online auction will begin on Friday May 27, 2022, the board was seeking out applications for three Board Members, and the Bird Blind Project is in progress with the assistance of Council Member Santy. A work session was held on May 21, 2022 and announced to the public there was still caution tape up to help prevent people from walking on the grass.

f) Board of Adjustment Update: None

g) Police Department Monthly Report: Chief Rodriguez reviewed the Police Department report for April 2022.

h) Public Works Monthly Report: None

i) Fire Department Monthly Report: Chief Don Reddout provided a report for City Council review.

j) Grey Forest Utilities Update: Mayor Waldrop stated Jeff English had no updates for the City.

VII. PUBLIC HEARING

a) None

THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE REGULAR COUNCIL MEETING:

VIII. CONSENT AGENDA

a) Approval of Minutes: April 26, 2022 Regular Meeting, May 6, 2022 Special Meeting, and May 17, 2022 Public Notice of Special Meeting

Council Member Verity requested the addition of comments made by Council Member Darst to the May 6, 2022 Special Meeting Minutes.

MOTION WAS MADE BY MAYOR PRO TEM GERI POSS TO APPROVE THE MINUTES OF APRIL 26, 2022 REGULAR MEETING, MAY 6, 2022 SPECIAL MEETING, AND MAY 17, 2022 PUBLIC NOTICE OF SPECIAL MEETING. COUNCIL MEMBER SKAGGS SECONDED THE MOTION. COUNCIL VOTED 5-0.

IX. NEW BUSINESS

a) Discuss and take possible action on appointment of Mayor Pro Tem.

Mayor Waldrop informed City Council she talked to Council Member Geri Poss regarding the Mayor Pro Tem appointment and she has graciously accepted the nomination for the appointment as Mayor Pro Tem.

COUNCIL MEMBER VERITY MADE A MOTION TO ACCEPT THE APPOINTMENT OF GERI POSS AS MAYOR PRO TEM. COUNCIL MEMBER SKAGGS SECONDED THE MOTION. COUNCIL VOTED 5-0.

b) Discuss and take possible action on Ordinance 2022-05-17, an ordinance of the City of Grey Forest, Texas amending Chapter 3 Building Regulations, Article 3.02 Technical and Construction Codes and Standards, Division 1 Generally, Section 3.02.002, Division 2 Building Code, Section 3.02.031, Division 3 Residential Code, Section 3.02.101, Division 4 Plumbing Code, Section 3.02.150, Division 5 Electrical Code, Section 3.02.221, Chapter 5 Fire Prevention and Protection, Article 5.04 Fire Code, Section 5.04.001 of the Code of Ordinances, and adding Division 7 International Mechanical Code, Section 3.02.299, Division 8 International Energy Conservation Code, Section 3.02.331, Division 9 International Swimming Pool and Spa Code, Section 3.02.361, and Division 10 International Fuel Gas Code, Section

3.02.391 to incorporate 2021 International Code Series and the 2020 National Electrical Code; repealing all ordinances and/or parts of ordinances in conflict therewith; providing a savings clause; providing a severability clause; and providing an effective date.

Attorney Ryan Henry informed the City Council and the public that the presented ordinance is to update the building codes the city adopts and additionally included some discussion that pertained to agenda item c. The International Building Code creates templates for small cities to use. Also, there had been some confusion regarding which building codes the city was utilizing, so rather than start over and or repeal, it would be in the city's best interest to adopt an ordinance that would encompass all the current codes. City Inspector Bruce Bealor stated that he worked with the City Attorney's Office and felt it would be best to adopt the ICC codes. He did not recommend any amendments to the codes.

COUNCIL MEMBER SKAGGS MADE A MOTION TO APPROVE ORDINANCE 2022-05-17, AN ORDINANCE OF THE CITY OF GREY FOREST, TEXAS AMENDING CHAPTER 3 BUILDING REGULATIONS, ARTICLE 3.02 TECHNICAL AND CONSTRUCTION CODES AND STANDARDS, DIVISION 1 GENERALLY, SECTION 3.02.002, DIVISION 2 BUILDING CODE, SECTION 3.02.031, DIVISION 3 RESIDENTIAL CODE, SECTION 3.02.101, DIVISION 4 PLUMBING CODE, SECTION 3.02.150, DIVISION 5 ELECTRICAL CODE, SECTION 3.02.221, CHAPTER 5 FIRE PREVENTION AND PROTECTION, ARTICLE 5.04 FIRE CODE, SECTION 5.04.001 OF THE CODE OF ORDINANCES, AND ADDING DIVISION 7 INTERNATIONAL MECHANICAL CODE, SECTION 3.02.299, DIVISION 8 INTERNATIONAL ENERGY CONSERVATION CODE, SECTION 3.02.331, DIVISION 9 INTERNATIONAL SWIMMING POOL AND SPA CODE, SECTION 3.02.361, AND DIVISION 10 INTERNATIONAL FUEL GAS CODE, SECTION 3.02.391 TO INCORPORATE 2021 INTERNATIONAL CODE SERIES AND THE 2020 NATIONAL ELECTRICAL CODE; REPEALING ALL ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. MAYOR PRO TEM POSS SECONDED THE MOTION. COUNCIL VOTED 5-0.

- c) Discuss and take possible action on Ordinance 2022-05-18, an ordinance of the City of Grey Forest, Texas amending Chapter 3 Building Regulations, Article 3.02 Technical and Construction Codes and Standards, Division 1 Generally, to add sections 3.02.003 and 3.02.004 to require certified foundation designs and surveys; repealing all ordinances and/or parts of ordinances in conflict therewith; providing a savings clause; providing a severability clause; and providing an effective date.

MAYOR PRO TEM POSS MADE A MOTION TO APPROVE ORDINANCE 2022-05-18, AN ORDINANCE OF THE CITY OF GREY FOREST, TEXAS AMENDING CHAPTER 3 BUILDING REGULATIONS, ARTICLE 3.02 TECHNICAL AND CONSTRUCTION CODES AND STANDARDS, DIVISION 1 GENERALLY, TO ADD SECTIONS 3.02.003 AND 3.02.004 TO REQUIRE CERTIFIED FOUNDATION DESIGNS AND SURVEYS; REPEALING ALL ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE. COUNCIL MEMBER SCHARNHORST SECONDED THE MOTION. COUNCIL VOTED 5-0.

- d) Discuss and take possible action on appointment of a council person to the Grey Forest Community Supervisory Board pursuant to Ordinance No. 215.

Mayor Waldrop informed City Council she talked to Council Member Skaggs regarding the Grey Forest Community Supervisory Board appointment and he has graciously accepted the nomination for the appointment as the appointed council person to the Grey Forest Community Supervisory Board.

MAYOR PRO TEM POSS MADE A MOTION TO APPOINT COUNCIL MEMBER SKAGGS TO GREY FOREST SUPERVISORY BOARD. COUNCIL MEMBER VERITY SECONDED THE MOTION. COUNCIL VOTED 5-0.

- e) **Discuss and take possible action on recommendations for appointment of two members to the Grey Forest Community Board.**

Mayor Waldrop informed City Council there were two applications and/or letters of interest to be on the board from Mr. Peter Carey and Ms. Madeline McCloskey.

COUNCIL MEMBER VERITY MADE A MOTION TO APPOINT PETER CAREY AND MADELINE MCCLOSKEY TO THE GREY FOREST COMMUNITY BOARD. COUNCIL MEMBER SANTY SECONDED THE MOTION. COUNCIL VOTED 5-0.

- f) **Discuss and take possible action on appointment of a council person to the Senator Frank L. Madla, Jr. Natural Area Board of Directors pursuant to amendment of Ordinance No. 180.**

Mayor Waldrop informed City Council she talked to Mayor Pro Tem Poss regarding the appointment of a council person Madla Park Board of Directors appointment, and she has graciously accepted the nomination for the appointment as council person to the Senator Frank L. Madla, Jr. Natural Area Board of Directors.

MOTION WAS MADE BY COUNCIL MEMBER SKAGGS TO APPOINT MAYOR PRO TEM GERI POSS TO THE SENATOR FRANK L. MADLA JR. NATURAL AREA BOARD OF DIRECTORS PURSUANT TO AMENDMENT OF ORDINANCE NO. 180. COUNCIL MEMBER VERITY SECONDED THE MOTION. COUNCIL VOTED 5-0.

- g) **Discuss and take possible action on appointment of a City Attorney pursuant to Ordinance 79.**

Mayor Waldrop stated the current City Attorney was The Law Offices of Ryan Henry, PLLC, Ryan Henry. Mayor Waldrop requested the appointment of Ryan Henry, The Law Offices of Ryan Henry as the City Attorney.

MAYOR PRO TEM GERI POSS MADE A MOTION TO APPOINT RYAN HENRY AS CITY ATTORNEY PURSUANT TO ORDINANCE 79. COUNCIL MEMBER SCHARNHORST SECONDED THE MOTION. COUNCIL VOTED 5-0.

- h) **Discuss and take possible action on Resolution No. 2022-23R, a resolution of the City Council of the City of Grey Forest, Texas, confirming Amanda "Mandie" Waldrop as authorized signatory to the Jefferson Bank signature cards for all accounts and removing Charles M. Thornton Jr.**

Mr. Cantu informed City Council that because Mayor Mitch Thornton was no longer the Mayor, Mayor Amanda "Mandie" Waldrop needed to be added to the bank accounts and remove Mayor Thornton from the Jefferson Bank signature cards.

COUNCIL MEMBER SKAGGS MADE A MOTION TO APPROVE RESOLUTION NO. 2022-23R, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREY FOREST, TEXAS, CONFIRMING AMANDA "MANDIE" WALDROP AS AUTHORIZED SIGNATORY TO THE JEFFERSON BANK SIGNATURE CARDS FOR ALL ACCOUNTS AND REMOVING CHARLES M. THORNTON JR. MAYOR PRO TEM POSS SECONDED THE MOTION. COUNCIL VOTED 5-0.

- i) **Discuss and take possible action on Resolution 2022-24R, a resolution of the City of Grey Forest, Texas to approve the creation of the Guajalote Ranch Oversight Committee.**

Mr. Cantu stated that at the April 26, 2022 City Council meeting, it was requested by the Mayor and City Council to create a resolution setting parameters for the Guajalote Ranch Oversight Committee.

MOTION WAS MADE BY COUNCIL MEMBER VERITY TO APPROVE RESOLUTION 2022-24R, A RESOLUTION OF THE CITY OF GREY FOREST, TEXAS TO APPROVE

THE CREATION OF THE GUAJALOTE RANCH OVERSIGHT COMMITTEE. MAYOR PRO TEM POSS SECONDED THE MOTION. COUNCIL VOTED 5-0.

j) Discuss and take possible action on appointing two members to the Guajalote Ranch Oversight Committee and a City Council Member as the liaison.

Mayor Waldrop stated that two citizens demonstrated interest on serving on the Guajalote Ranch Oversight Committee- Ms. Jennifer Nottingham and Ms. Susan Beavins and Council Member Aurelia Scharnhorst as the City Council Liaison.

MOTION WAS BY COUNCIL MEMBER SKAGGS TO APPOINT SUSAN BEAVIN, JENNIFER NOTTINGHAM, AND COUNCIL MEMBER SCHARNHORST TO THE GUAJALOTE RANCH OVERSIGHT COMMITTEE AND A CITY COUNCIL MEMBER AS THE LIAISON. COUNCIL MEMBER SANTY SECONDED THE MOTION. COUNCIL VOTED 5-0.

X. UNFINISHED BUSINESS

a) Discuss and take possible on a month-to-month extension of the Interlocal Agreement for Police, Fire, and EMS Dispatch Services with the City of Helotes.

Mayor Waldrop stated that she talked to the City of Helotes Mayor Whitehead and offered a month-to-month extension. This would provide the city time to figure out the best option if the City went with the city of Helotes or Bexar County. Regarding the contact with the City of Helotes dispatch, Mayor Waldrop reported that there would be an increase based on the number of calls. Currently the City is paying approximately \$5,000 a year and would possibly increase to \$22,000; however, the startup costs would be approximately \$15,000 to \$16,000. Chief Rodriguez reported he had been working with the captain in Bexar County's dispatch. Chief informed City Council that it appeared Bexar County would be capable of easily accommodating the City of Grey Forest before they would be able to assist the City of Helotes. He also had Bexar County evaluate the radios and there would be no required upgrade costs; he did indicate that the radios would be reaching end of life by June 2023. The upgrade to the radios would cost approximately \$450 each. Bexar County Dispatch are not charging municipalities at this time. Mayor Pro Tem Poss asked if Bexar County would reject the city moving with their services. Chief Rodriguez reported that Bexar County would have to assist the City of Grey Forest if it chose to go with their services.

MOTION WAS MADE BY MAYOR PRO TEM POSS TO APPROVE A MONTH-TO-MONTH EXTENSION OF THE INTERLOCAL AGREEMENT FOR POLICE, FIRE, AND EMS DISPATCH SERVICES WITH THE CITY OF HELOTES. COUNCIL MEMBER SKAGGS SECONDED THE MOTION. COUNCIL VOTED 5-0.

b) Discuss and take possible action authorizing the City Engineer, Givler Engineering Inc., to work with Grey Forest Community Center to evaluate and design a playground for the City of Grey Forest.

Mayor Waldrop informed City Council she received a cost estimate from Givler Engineering and wanted to find other approaches to the project. Givler provided an estimate using the pre-designed playground equipment and contractors to install, the playground equipment and installation cost would be about \$120,000 and Engineering for the project size would be \$36,000. It was mentioned that equipment and construction costs could be reduced by using committee designs and volunteer labor; however, it was not recommended because engineering costs, the duration of the project, and the default would increase significantly. Mayor Waldrop suggested seeking out preapproved designs from other cities.
NO ACTION.

c) Discussion regarding pending City Council topics:

1) Road Repair: None

XI. EXECUTIVE SESSION

None

XII. GENERAL ANNOUNCEMENTS & FUTURE AGENDA ITEMS REQUESTED

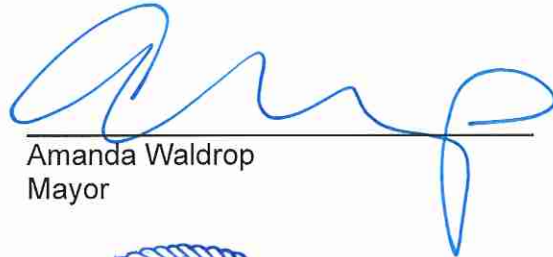
a) None

XIII. ADJOURNMENT

MOTION WAS MADE BY COUNCIL MEMBER VERITY TO ADJOURN AT 7:46 P.M. MAYOR PRO TEM POSS SECONDED THE MOTION. COUNCIL VOTED 5-0.

PASSED AND APPROVED THIS 26TH DAY OF JULY 2022.

APPROVED:



A handwritten signature in blue ink, appearing to read 'Amanda Waldrop', is written over a horizontal line.

Amanda Waldrop
Mayor

ATTEST:



A handwritten signature in blue ink, appearing to read 'Miguel Cantu', is written over a horizontal line.

Miguel Cantu, TRMC
City Secretary

